



Wisconsin Union
D I R E C T O R A T E

Publications

Editor-In-Chief

Applications: https://docs.google.com/forms/d/e/1FAIpQLSdc_rmYme8EFleGTJ-oju7h53PqkZXonT72K1Ch_SYGpI9fYQ/viewform

due Friday, May 22

Overview

- This position is a volunteer, leadership position with the Wisconsin Union Directorate, student programming board.
- Each committee of the Wisconsin Union Directorate is committed to amplifying the voices of underrepresented communities through thoughtful and deliberate programming that targets societal issues. WUD leaders have an obligation to use the privilege of our organization and the power of our positions to continually educate ourselves and provide the same opportunities to our communities.
- Successful applicants for WUD Leadership positions will demonstrate a commitment to social justice during the interview process and, upon selection, commit to continually highlighting inequalities due to racial, environmental, societal, and any other type of discrimination that our campus, country, and global communities face through their committee processes and programming efforts.
- Each Editor-in-Chief is asked to dedicate 5-10 hours a week to the position.

Committee Purpose

The WUD Publications Committee celebrates media and the creative work of students in several ways. We produce four publications: Emmie, Souvenirs, The Dish, and Illumination. Each publication produces two print issues a year in addition to some online magazines, which are updated monthly. The committee hosts a wide variety of engaging events each year, with the goal of enhancing students' and community members' experience on campus. Our yearly calendar includes creating, printing, and distributing magazines, poetry and book readings, art exhibits, workshops, and speakers. Our annual traditional spring program, Lit Fest is a week-long literary festival to celebrate the arts and storytelling and is a collaborative effort by all the magazines a part of the Publications Committee. In short, Publications provides the UW-Madison community with an opportunity to learn the many facets of working in the media industry (writing, editing, photographing, videographing, radio hosting, managing, critiquing, layout, web developing, marketing/advertising, and finances).

Descriptions of the Publications:

- Emmie: Music magazine. Emmie reviews new albums and shows, as well as interviews talented artists at a local and national level. Additionally, Emmie runs a weekly radio show with WSUM.
- Souvenirs: Travel magazine. Souvenirs accepts submissions of prose, poetry, and photography from students who have lived or traveled abroad. The staff reviews and publishes the collection of works, in addition to hosting a yearly art gallery with photography submissions.
- The Dish: Food and dining culture magazine. The Dish strives to produce in- depth content such as recipes, restaurant reviews and food safety articles inspired by Madison's incredible food culture.
- Illumination: Literary magazine. Illumination features the best in undergraduate poetry, stories, essays, and art pieces. The staff reviews, edits and publishes submissions from across campus in addition to hosting an art

gallery every semester, and several pop-up poetry events. Illumination has been awarded the Associated College Press' Pacemaker Award three years in a row, cementing itself as one of the best student-led publications at a national level.

Editor-In-Chief Responsibilities

1. Editor-in-Chief

Reports to: WUD Publications Committee Director

Time Commitment: 20 hours/week, tentatively more.

Emmie Specific Duties:

- Provide training for staff members.
- Decide journal/magazine content and design.
- Engage staff members in events and activities that fit the niche of your magazine.
 - Local shows and artists, album releases, coverage of venues, record stores, music labels, as well as artist interviews
 - Encourage the creation of regular and/or annual programming
 - Encourage the collaboration of the publication with other orgs, local businesses and union committees (ie. WUD Music)
- Oversee the production of a publication each semester.
- Build a team fit to fulfill the needs of the individual publications.
- Encourage more broad general body recruitment as the camus re-opens

The Dish Specific Duties:

- Provide training for staff members.
- Decide journal/magazine content and design.
- Engage staff members in events and activities that fit the niche of your magazine.
- Restaurant reviews, food feature writing, and recipes in a print issue and website, coverage of new restaurants and food trends in Madison.
 - Encourage the creation of regular and/or annual programming
 - Encourage the collaboration of the publication with other orgs, local businesses and union committees (ie. slow food, etc.)
- Oversee the production of a publication each semester.
- Build a team fit to fulfill the needs of the individual publications.
- Encourage more broad general body recruitment as the camus re-opens

Souvenirs Specific Duties:

- Provide training for staff members.
- Decide journal/magazine content and design.
- Engage staff members in events and activities that fit the niche of your magazine.
 - Improve cultural competency and spark wanderlust, highlight students' adventures while abroad or traveling in the U.S.
 - Exploring aspects of other cultures and travel/study abroad resources
 - Encourage the collaboration of the publication with other orgs, local businesses and union committees (ie. Alt Breaks)

- Oversee the production of a publication each semester.
- Build a team fit to fulfill the needs of the individual publications.
- Encourage more broad general body recruitment as the campus re-opens

Illumination Specific Duties:

- Provide training for staff members.
- Decide journal/magazine content and design.
- Engage staff members in events and activities that fit the niche of your magazine.
 - Create spaces (in person and online) for students to share their creative work
 - Showcase a variety of pieces of fiction, poetry, essays, and artwork.
 - Encourage the creation of regular and/or annual programming
 - Encourage the collaboration of the publication with other orgs, local businesses and union committees
- Oversee the production of a publication each semester.
- Build a team fit to fulfill the needs of the individual publications.
- Encourage more broad general body recruitment as the campus re-opens

Additionally, all Editors-in-Chief are required to:

- Maintain excellent and frequent communication with PubCom Director and Advisor. Meet one-on-one with the PubCom Director and/or Advisor as needed.
- This includes sponsorships, collaborations, finances, print/distribution goals, event/workshop efforts.
- Maintain close relationships with student organizations on Campus.
- Maintain efficient communication with WUD Marketing.
- Ensuring close relationships with Pub Com's Marketing AD
- Actively participate in planning, implementation, marketing/promotion, and evaluation of PubCom events like Lit Fest (both full committee and individual magazine team events).
- Attend all EIC meetings and attend PubCom all-staff meetings.
- Actively participate in the planning and implementation of print magazine distribution each semester by leading subcommittee members in the shared PubCom and individual magazine distribution efforts after delivery of print issues.
- Provide training for subcommittee members, coordinating with content experts like the PubCom AD team as appropriate and update relevant training materials throughout the year and actively participate in the training of the incoming team during the annual transition process.
- Lead your magazine team as a subcommittee of the Publications Committee.
- Ensure your subcommittee understands the overall Publications Committee structure, relationship of individual magazines to the larger team, to WUD, and to the Wisconsin Union (including the resources provided.)
- Facilitate regular meetings for your individual magazine subcommittee.
- Build a subcommittee structure fit to fulfill the needs of your individual publication.
- Decide journal/magazine content and design.
- Lead subcommittee members in the production of a one publication per semester (print or digital) as well as the production of digital content appropriate to your individual magazine (website, blog, social media engagement, etc.).